



LIBRARIES

**Library Board of Trustees Meeting
Wednesday, May 24, 2017 10:00 am
Retreat at Buffalo Hills, Kalispell**

MEETING MINUTES

Present: Terry Guidi, Michael Morton, Connie Leistiko, Al Logan (Board); Kim Crowley, Connie Behe, Teri Dugan (Staff); Charlotte Housel (Foundation).

- I. Call to Order:** T. Guidi called the meeting to order at 10:00 am.
- II. Open time for persons to address the Board:**
Prospective Board Trustee, Cathy Allard introduced herself and talked about her relationship with the library.
- III. Approval of Minutes**
Moved by A. Logan "approve the minutes of the April 26, 2017 Library Board Meeting as presented."
Seconded by C. Leistiko **APPROVED**
- IV. Reports**
March Financial Report
Moved by M. Morton "to accept the April 2017 Financial Report as presented."
Seconded by A. Logan **ACCEPTED**

Discussion centered on the FY18 budget. The County Commissioners requested the library trim the FY18 proposed budget by \$10K. Trustees agreed reluctantly to trim the Library Materials budget line item by \$10K.

Moved by M. Morton "to amend the FY18 Budget by reducing the expenses by approximately \$10K and to let the Library Materials Budget expense line reflect that reduction."

Seconded by A. Logan

APPROVED

K. Crowley reported the County HR Department has completed a salary survey. Negotiations are taking place regarding positions that are currently underpaid. The county has agreed to cover any salary increases that they approve.

Director and Staff Reports

- Questions taken regarding Director's report.
- K. Crowley described the "playwork" trend occurring in museums and libraries as described in M. Furman's report.
- C. Behe shared recent rebranding strategies and updates to the library storytime programs.

MLA Report

- K. Crowley expressed the Montana Library Association's desire to endow the Jane Lopp Trustee of the Year Award.
- Donations are welcome to endow the award. Trustees agreed to donate.
- A. Logan attended the Trustee interest group session at the annual MLA conference in Billings, MT. Future funding for the state library was the main topic of the session.

Tamarack Federation Update

- A. Logan shared highlights from his participation in the Tamarack Federation meeting held May 12-13 at the Marina Cay in Bigfork, MT.

Foundation Report

- C. Housel reported updates to finance policies by the Foundation Finance Committee.
- Flathead Gives local fundraiser raised \$5000 above the Foundation's goal of \$2000. ImagineIF Library Foundation was the top non-profit fund raiser in the valley.
- Foundation sub-committees are drafting and implementing their work plans.
- C. Housel plans to take a 3 month unpaid maternity leave when her baby arrives.

V. Old Business

Budget Timeline Update

- K. Crowley reviewed recent timelines and deadlines for the FY18 proposed budget. The Flathead County Commissioners are scheduled to approve the budget on June 28, 2017.

Advocacy video presentation

Charitable Giving review presentation

- C. Behe and C. Housel shared a presentation featuring highlights and takeaways from their recent attendance at the Charitable Giving Workshop in Chicago.
- C. Behe shared the Advocacy video with Board members. This video is a tool for advocating support for the library. Behe and L. Axelsen designed and created the video.

Columbia Falls Library Association

- Crowley recently met with M. Davis regarding the library relationship with the Columbia Falls Library Association. Davis expressed the fiscal responsibility of the library board to pursue the original and intended use of bequeathed money made to the

CFLA. Discussion of possible action followed which included securing an attorney to assist the library board.

Jane Lopp 1-year unexpired term

- A Library Board Recruitment Committee will be formed to discuss potential Library Board members. The committee will interview candidates and make recommendations to the County Commissioners. The committee plans to meet Monday, July 10th at 4pm. The meeting will be posted publically.

New Business

Policy 2004: Computer Use (ACTION)

C. Behe presented and reviewed updates to Policy 2004: Computer Use.

Moved by M. Morton "to amend Policy 2004: Computer Use to reflect changes and updates as presented."

Seconded by C. Leistiko

APPROVED

ImagineIF Bigfork Early Closure

K. Crowley and C. Behe recommended ImagineIF Bigfork be closed 1 hour early on Wednesdays for a temporary amount of time while staff is on leave. This early closure allows current staff to provide coverage for Bigfork and allows sufficient time to return to Kalispell within working hours.

Moved by A. Logan "to close ImagineIF Bigfork at 6pm on Wednesdays on a temporary basis."

Seconded by M.Morton

APPROVED

**Recommendation to Commissioners for 5-year position.
(ACTION)**

Moved by M. Morton "to recommend to the Flathead County Commissioners the appointment of Connie Leistiko as a Library Board Trustee for a 5-year term beginning July 1, 2017.

Seconded by T. Guidi

APPROVED

VI. Housekeeping:

Next regular meeting, Wednesday, June 28, 2017, Kalispell

Fake News Workshop, Wednesday, May 24, 2017, FVCC

Gathering for Charlotte and Jonathan, June 23rd, 5pm, Kim's house

VII. Adjourn: 12:55pm